

North Carolina Department of Insurance
Jim Long, Commissioner

BULLETIN

NUMBER 02-B-8

DATE: November 13, 2002
TO: ALL LICENSED P&C INSURERS
RE: ELECTRONIC SUBMISSIONS: RATE, RULE and FORM FILINGS

ATTENTION: Filings Department

The Department's Property and Casualty Division (P&C Division) is pleased to announce North Carolina's New Paperless Process of Electronic Review, **NC NoPaPER**, as a new option for making filings electronically. This new filing process enables our in-house system for managing and reviewing rate, rule and form filings to work with filings that have been e-mailed to the P&C Division. **NC NoPaPER** is being introduced to meet internal speed to market goals as well as the NAIC's goals for time to approval established by its Improvements to State-Based Systems (IS3) Working Group which become effective December 1, 2002.

The P&C Division will gladly accept electronic submissions delivered via **SERFF** or **NC NoPaPER** process, and filings on compact disc or diskette will be accepted for those submissions that contain documents larger than e-mail is able to accommodate. SERFF filers will not see any change in the filing and review process and will continue to receive communications via standard SERFF procedures.

To submit new form or rate filings to North Carolina using the **NC NoPaPER** process, simply convert all of your word and or paper documents to a single Portable Document Format (Adobe PDF) and email it to the P&C Division at pandcinbox@ncdoi.net. A transmittal header that satisfies the requirements of 11 NCAC 10.1209 or 10.1114 must accompany your filing and should be the first document that goes into the PDF file. Be sure to include the filer's e-mail address on the transmittal header and attach the transmittal header.

Printed-paper Rate, Rule, and Form submissions will continue to be accepted during this transition to a paperless system. However, all P&C Division communications to filers will be in the form of e-mail and electronic documents rather than printed-paper mailings. Accordingly, each filer must provide a valid e-mail address in the transmittal header that accompanies their filing, whether paper or electronic.

In addition, please note this other important information:

- The status of a filing may be checked on the Department's web site, www.ncdoi.com, by using the "company rate and form filings search".
- The P&C Division will no longer return a copy of a filing upon approval or with other correspondence relating to a filing. To obtain a copy the company may download a copy of the filing from the Department's web site as noted above.
- Due to the possibility that the filing may be received in an unreadable format, the P&C Division will consider a filing as "received" when a file is readable and a file number is assigned.

For additional information or assistance, contact Nelson Whitley at nwhitley@ncdoi.net or 919.733.3368 X 238.